

## School Board Minutes – Thursday 14 May 2020

**Attendance** Debbie Martens, Nathan Pepper, Jessica Crilly, Alison Yialeloglou, Katya Drake  
Sue Farrelly & Rose Rodriguez (Minutes)

**Conflict of Interest** Verbal COI from Katya Drake

**Apologies** Danielle Searle

**Appointment of School Board Chair** Voting of School Board Chair:

Alison Yialeloglou was voted unanimously as the Board Chair until April 2021.

### Minutes of Previous Meeting

- 20 February 2020  
**Passed** Alison Yialeloglou **Second** Nathan Pepper
- 19 March 2020  
No minutes due to COVID-19

### Business Arising

**Open Action** Preschool Grounds

**Discussion** Progress of Preschool grounds redevelopment

**Action/Office Update** The work on the Preschool grounds has been successfully completed. During the term break the Directorate funded the external painting of the main Preschool building and the portable building. As part of the COVID-19 stimulus package, the school applied for funds to replace the floor coverings and the painting of the internal of both preschool buildings. We were unsuccessful with the application. The school funded and completed part of these works which included the recarpeting of the Preschool main building and also the painting of the main internal area. To promote the newly refurbished Preschool, a YouTube video will be created and forward to the school community.

**Open Action** LSU (Learning Support Unit) Upgrades

**Discussion** Progress on LSU Upgrade

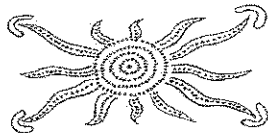
**Action/Office Update** LSU upgrade commenced during the Term 2 break with works to be completed mid-term. The LSU class has been relocated to the Chipala Unit and the breakfast club is on hold until the works have been completed.

**Open Action** Construction of Disability Inclusion ramp

**Discussion** Accessible ramp for students with wheelchairs

**Action / Office Update** Capital Works, in consultation with an architect and Occupational Therapist, is designing an accessible ramp outside the senior girls toilets to replace the steps. This will give students in wheelchairs safe access to the whole school play area from Molonglo and Murrumbidgee portables and also the undercover area.





## Finance

### **April Overview**

At the end of April 2020, the school operations were over budget to the Year to Date budget. The Assets to Date for April overspend was due to the planned purchase of Mereki Unit classroom furniture. The overspend of maintenance is due to the payment of \$26,500 for the upgrade of external preschool painting (\$19,190) and storm water drainage in the Yackatoon and Admin areas (\$7,310). The school will receive reimbursement of the total amount of \$26,500 from Infrastructure and Capital works (Directorate). The offset of the staffing debt will be determined by the Directorate and TPS will be advised of the decision. The school holds a bank balance \$315,724. Of this bank balance, the accumulated funds are \$163,236.

### **SRA funding**

At the end of Term 1 2020, the school received SRA Actual Funding for 2020. The projected number of enrolled students at the end of 2019 was originally 354 after census 301. This drop in student enrolments resulted in the 2020 Actual Funding being reduced by \$9375.

### **School Hall Hire**

Due to COVID-19, Communities @ work After School Care has been advised by the directorate to cease operation for this period resulting in a loss of \$9,500 in school hire income for 2020.

### **Bike Grant**

Implementation of the school's Bike Program is nearly completed. A grant of \$20,000 has been received from Local Schools Grant and the school had budgeted an extra \$7,000 to fund the program if required. The program was implemented with the funds from the grant only, and school funds were not required. Purchases included two shipping containers for storage, 20 Bikes, helmets and accessories for bike maintenance. Acquittal will be completed at the end of Term 2 once the remaining funds of \$2,433 have been spent.

John Muir, Year 5/6 teacher, commenced a fitness program at the beginning of 2020. This program will also include the teaching of basic maintenance of the school bikes. The School Board suggested that, with the remaining funds, 'Balance Bikes' could be included for the junior school.

The School Board agreed that the budgeted funds of \$7,000 be transferred to Accumulated Funds

### **Staffing**

During 2019, the school experienced student issues which required additional staffing. This resulted in the school's staffing budget being over budget at the end of 2019. The Principal and Business Manager submitted an overall reasoning of the staffing over budget to the Directorate. We have been notified that, given the 2019 additional complexities, the 2019 staffing debt has been waived. The school budgeted \$74,000 to cover the staffing debt with \$4,248 paid for executive support from Monash PS Term 4 2019. With the agreement of the School Board, the remaining \$69,752 will be transferred to Accumulated Funds.

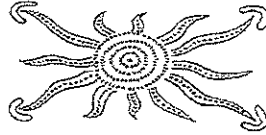
### **Passed**

Alison Yialeloglou

### **Second**

Jess Crilly





## Principal's report to the School Board 14 May 2020

### **COVID-19 and its implications for our school**

We are looking forward to the staged return to onsite learning for our students. Next Monday we will have Pre to Year 2 back at school as well as students who are registered with the Safe and Supervised Site. We are expecting a few more students and we will not be turning anyone away. Our teachers are ready and eager to return to the classroom. Whilst they have learned a lot from online learning nothing can replace the face to face teaching that occurs in schools daily. We have a number of procedures in place to assist students, staff and the community stay safe.

### **Social Distancing**

Medical advice about students returning to school is that social distancing is not required for children. To assist with adult social distancing, we are placing Entry and Exit signs on the buildings and hand sanitiser stations at entry points. We are asking parents to come to school for essential business only and wherever possible remain in their cars to drop off and pick up students in the car drop off zone. Preschool and Kinder parents will be asked to observe social distancing when waiting to pick up or drop off students. Our front office staff will keep the window of the administration desk closed and will have clear visuals to keep adults at the 1.5 metre distance in the foyer. There will be no large gatherings such as assemblies, including the Monday morning and Friday afternoon assemblies and no community events until we are advised that these are safe.

Staff are also practising social distancing with limits on how many staff are to use the staff room at any time and keeping meetings to a maximum of 6 people with larger meetings such as staff meetings continuing to be held via online platforms.

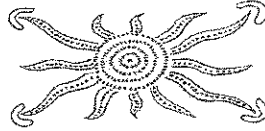
### **Health and Hygiene**

We will be asking families to keep children home if they are unwell. We have a process in place for students who are sick at school, with a second room set up as a sick bay to allow for physical distancing. Our first aid officers have access to masks and gloves if required. Parents will be called and asked to pick up students where the first aid officers believe that students are sick. Staff have also been asked to remain at home if they are unwell. We have cordoned off school bubblers and will continue to top up soap in all bathrooms twice a day. The ACT Education Directorate have supplied hand sanitiser for all staff and extra sanitiser for the use of students and parents. We will also have a cleaner on site and an extra BSO to support health and hygiene across the school each day.

### **What have we learned from Online Education?**

Whilst online learning had had its challenges, we have also learned some new and creative ways of teaching and connecting. The staff have been asked to complete an online survey about their experiences with remote learning. We are collating the answers to help us support teachers and students as they transition back to school. We also want to capture the positive benefits that have come out of the experience so that we can continue to harness these into the future. Some of the benefits include learning about new technologies that have supported students to be more independent learners, provide scope for meeting students different learning styles and levels, as well as streamlining meetings and communication with families. We have had feedback from families that they are more aware of the complex job that teachers have and positive feedback on our communication through platforms such as See Saw and Google Classrooms. We would like to continue to use these platforms for communication with families.





## Wellbeing

We are aware that the transitions from face to face learning to online learning and then returning to the classroom, along with the very serious repercussions of the worldwide COVID-19 pandemic have caused stress for all of us. We want to ensure that the wellbeing of staff, students and families is a priority as we return to school. This means that we will be taking a gentle approach to allow all of us to readjust and take the time to talk about our concerns and support each other. One of the supports we have in place is for the Youth Support Workers to provide extra brain breaks for students who require this. Teachers will also ease students back into learning and spend time in the first weeks back to reiterate our PBL expectations. Students will also have time with mindfulness and circle time activities to allow them to share any concerns they have and take time to process the changes.

## School Upgrade Updates

The preschool outdoor upgrade is finished and looks amazing. Rose also submitted a request to access money being offered as a stimulus package to help with employment during the COVID-19 lock downs to paint and carpet the preschool. Unfortunately, we were unsuccessful in receiving the stimulus grant but decided to paint the main building and re-carpet it with school funds as the carpets were very old and in poor condition and the paint was also due for a refresh. The results are wonderful. Rose is now sourcing new block-out blinds for the preschool windows using money from our feed-in tariffs.

## New bikes

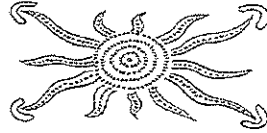
The new bikes we acquired through the bike program grant have arrived. They are secured in 2 containers behind the 3/4 portable classrooms. We were also able to purchase helmets; bike stands and repair kits. As I write this report the staff are planning a ride through Theodore on Thursday afternoon at 1.30pm.

Debbie Martens  
Principal

**Approved**  
Sue Farrelly

**Second**  
Katya Drake



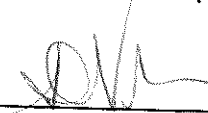


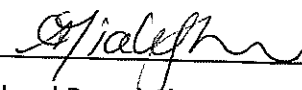
## General Business

- **Future play area upgrade planning**  
Future planning is underway to develop a Nature Play area at the rear of the Library. This will give students an area where they can interact with nature while playing. The Business Manager is sourcing future grants available to fund the project for 2021
- **Distance Learning \_ Covid-19**  
The feedback received from teachers regarding distance learning is that those students who generally participate well in class learning also engaged well with distance learning. Those students who struggle at school also struggled with distance learning. Overall Year 5/6 teachers received positive feedback. Theodore PS teachers proved to be flexible and open to the new ways of learning and looked at many ways to accommodate and engage students learning during COVID-19 online learning.
- **Term 2 school events**  
The Term 2 calendar will not be available as the normal term events are not permitted under the COVID-19 restrictions. The school will look at creative ways to connect with the community through Virtual events. The Whole School swimming carnival monies have been collected for participating students. During Term 4, the school will consider whether to go ahead with the swimming carnival, plan a replacement event or offer a refund to families. School photos have also been rescheduled for Term 4. These events will be considered in line with the COVID-19 restrictions.
- The School board welcomed Katya Drake as new Parent Member of the School Board
- Senior school leaders will investigate being creative with school events for Reconciliation Day.

Next scheduled School Board Meeting Thursday 18 June 2020 at 3.30pm

Meeting closed 4.37pm

  
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Principal Debbie Martens

  
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School Board Chair Alison Yialeglou

2/7/20

1/7/2020



